

**TOWN OF NORTHFIELD, VERMONT
SELECT BOARD
SPECIAL MEETING
Minutes of December 29, 2015**

- I. ROLL CALL.** Chair John Quinn III, Select Board members, Lynn Doney, Matthew Gadbois, Kenneth W. Goslant, and K. David Maxwell (absent). Also present were Town Manager Jeff Schulz; and Finance Director, Laurie Baroffio.

Chair Quinn called the meeting to order at 6:00 p.m.

- II. PUBLIC PARTICIPATION (Scheduled): None**

- III. FY 16/17 Budget**

Manager Schulz discussed the draft budget and a list of recommended measures to reduce the increase in the budget. The recommended changes include budgets cuts in Operations and Maintenance and the use of surplus for capital equipment/projects and debt.

The budget cuts from Operations and Maintenance include the following: the elimination of the ICMA retirement; which will result in a savings of approximately \$37,000 to \$39,000 from the general fund. Currently employees receive both the VT Municipal Employee Retirement (VEMERs) and the ICMA retirement – both of which result in the Town matching just over 10% of the employee's wages for retirement. VEMERs (which would remain) requires a 5.125% match by the Town.

Schulz also discussed other proposed recommended reductions in operations and maintenance, including:

Ambulance:	Part-time wages	\$5,000
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Highway:	Gravel	\$4,000
	Sand	\$5,000
	Chemicals	\$2,000
	Part-time	\$3,000

Cemetery:	Tree removal	\$1,000 (there will be \$5,000 in FY 14/15 and FY 16/17 budget)
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Parks and Grounds:		
	Part-time	\$7,200

Capital equipment changes include:

Ambulance:	
	Not Funding Ford Recuse: \$10,000

Schulz also discussed a recommendation to use a portion of the municipal surplus for funding the following projects currently in CIP:

- Cemetery Wall
- Library Roof
- (2) auto pulse
- 14 Ambulance
- 08 Ambulance
- Ambulance Chairs

Schulz also discussed using surplus to reduce debt on the following:

- Fire Pumper Truck
- 13 - One Ton Truck
- 14 - One ton Truck

Finance Director Baroffio stated that the cost of living (COLA) numbers are available and the COLA is less than 1 percent; which will result in a reduction in the wage increases by \$12,720. The Board discussed the staffing within the Police Department and asked if there are job descriptions for the Department. Schulz stated that there are descriptions for the Department.

Schulz asked the Board about the funding request by Home Health & Hospice and whether the Board wanted to put the request in the budget or on the Ballot. The Board generally supported the request; but recommended that the request be put on the Ballot as there already is a petition out in the community.

The Board also asked for additional information on the ICMA, and for the maintenance logs for the dump truck that is considered for replacement.

IV. PUBLIC PARTICIPATION (Unscheduled). There was none.

V. ADJOURNMENT. Motion by Select Board member Doney, seconded by Select Board member Goslant to adjourn. **Motion passed 4-0-0.**

The Board adjourned at 7:30 p.m.

Respectfully submitted,

Jeff Schulz

Jeff Schulz, Clerk

An audio recording of this meeting is available in the Town Manager's Office.

These minutes were approved at the regular Select Board meeting of February 9, 2016.